

Noodle Tools Instructions

Signing In

1. Go to this URL: www.noodletools.com
2. Login using the first part of your Latin PCS email (so, for me “shamm”). Your password is latinlibrary.
3. Fill in the required pin info (first time login only).

If you are a returning user, enter your Personal ID and password to sign in to your NoodleTools account. If you are a new user, you should [choose a Personal ID](#) now.

Personal ID: ← first part of Latin email

Password: ← latinlibrary

[I forgot my password](#)

Creating a New Project

1. Find the “Create New Project” button on the right. Click on it.
2. Choose MLA citation style.
3. For citation level, choose “Starter” OR the level recommended by your teacher.
4. For “Description,” please write your last name, your topic, and then the project type. So, for example, “Hamm Roman Women Paper.”
5. Click “Create Project” at the bottom of the page.

Citation style:

☒ **MLA** ← Choose MLA

- follows the MLA Handbook, 7th ed.

☐ APA

- follows the APA Publication Manual, 6th ed.

☐ Chicago/Turabian

- bibliography and footnotes
- follows The Chicago Manual of Style, 16th ed.

Citation level:

☒ **Starter** ← Choose "Starter" citation level

- Six basic forms
- An introduction to citing sources!

☐ Junior

- A small set of simplified forms

☐ Advanced

- 70+ citation forms, comprehensive coverage of the style guides

Use Last Name + Topic + Paper for description

Description:

For example: "History 101 essay on George Washington"

Click "Create Project"

Share Project with Your Teacher's Dropbox

1. On your project Dashboard, scroll down to the middle section (“Sharing and Collaboration”).
2. Click “Share project with a teacher's drop box.” Your drop box name is your class period followed by the title of your class (Ex. Beta English 9). **DO NOT Check the box for “Share my Google Docs paper.”**
3. Click “Share Project.”

Sharing and Collaboration

Public View: [Turn on public access](#)

Sharing: ☒ **Share project with a teacher's drop box** ← Click here to share!

[Show me how](#)

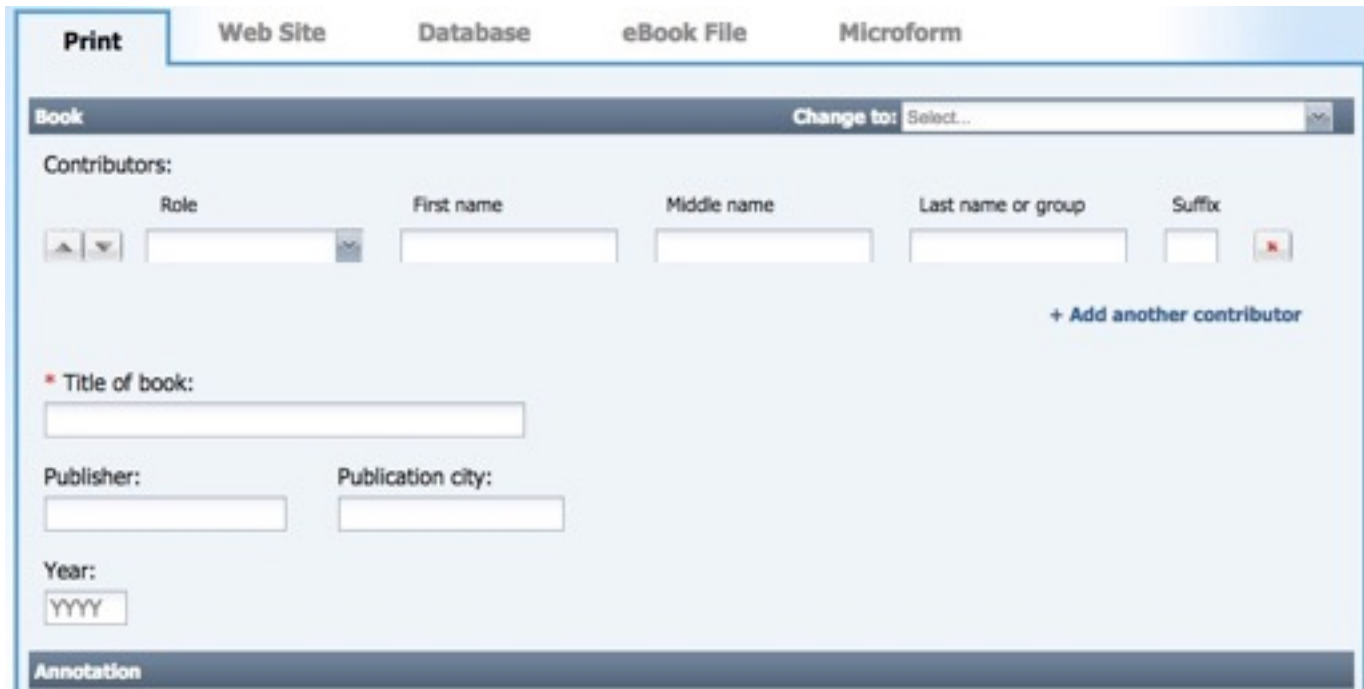
Student Collaboration: [Add/remove students](#)

[Show me how](#)

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Bibliography

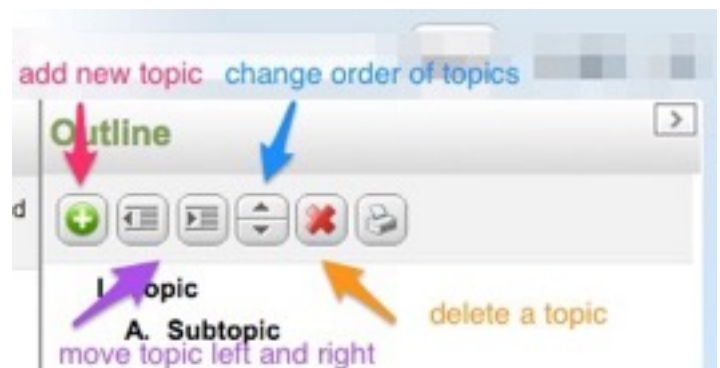
1. Choose “Bibliography” from the menu at the top.
2. Click on the drop down menu on the left (<Select a citation type>) and choose the format of your source.
3. Click “Show Me.” Use this feature to learn where to find the citation information in your source.
4. When you are finished, click “Continue.”
5. Fill in the sections of the source
6. Hit “Submit” to save your work. **NoodleTools does not autosave!**
7. There is a box at the bottom that is already checked. This is to put every source on your works cited page. Leave this box checked.



The screenshot shows the NoodleTools Bibliography form. At the top, there are tabs for "Print", "Web Site", "Database", "eBook File", and "Microform". Below these is a "Book" section with a "Change to:" dropdown menu. The form includes fields for "Contributors" (Role, First name, Middle name, Last name or group, Suffix) and a "+ Add another contributor" button. There are also fields for "Title of book:", "Publisher:", "Publication city:", and "Year:". At the bottom, there is an "Annotation" section.

Outline

1. Click on the “Notecard” option on the top menu bar.
2. Begin your outline on the right side panel of the notecard screen.
3. Click on the text of the topic title to change it.
4. Add new topics using the green plus sign button.
5. Use the top buttons to organize your outline (see picture at right).



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Outline, continued

When you finish with your outline, you can drag the notecards to your outline to organize your evidence before writing your paper.

I. Guidelines for school lunch policies

- ☐ What are the nutritional requirements for school lunches
- ☐ What is the National School Program
- ☐ How do children qualify for free and reduced price meals?

II. What other schools do differently

- ☐ Edible Schoolyard
- ☐ Healthy Habits 2
- ☐ Health Habits 1

Match your notecards to each outline topic.

Notecards

1. If you aren't already there from creating your outline, click on the "Notecard" option on the top menu bar.
2. Click the green plus "New Notecard" button to make a research notecard.
3. Add a title in the "Title (Main Ideas)" box.
4. Connect your notecard to a bibliography source in the "Source" dropdown box.
5. Add a URL (website) or page numbers (books)
6. Fill in the "Direct Quotations," "Paraphrase or Summary," and "My Ideas" boxes as described below. (Yes, you always need to do all three).
7. Drag your completed notecards into your outline to match them with your paper topics.

Edit Notecard

Title (Main Idea)
How to fill in a notecard correctly

Source
None

URL
Add URL for all web sources

Pages
Add a page number for all books

Direct Quotation
How do I do this?

Paragraph Font Family Font Size

Words: 21 Chars: 102

Copy and paste and/or retype a short (no more than 3 sentence) quote directly from your source in this box. Copy correctly!

Paraphrase or Summary
How do I do this?

Paragraph Font Family Font Size

Words: 9 Chars: 49

Paraphrase the quotation in this box to avoid plagiarism.

My Ideas
How do I do this?

Paragraph Font Family Font Size

Words: 49 Chars: 255

Put your own ideas in this box. Add the following:

1. Questions and wonders about what your information (Ex. I wonder if...)
2. Your interpretation or opinion of your quote (Ex. This quote means...)
3. Connections between this information and your other research or background knowledge (ex. this reminds me of...)